

CITY OF MENASHA
Plan Commission
Menasha City Center, Room 133 – 100 Main Street
November 5, 2019
MINUTES

A. CALL TO ORDER

The meeting was called to order by Mayor Merkes at 3:34 PM.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Alderperson Rebecca Nichols, DPW Alex, and Commissioner Benner.

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Sturm, Cruickshank, and Homan.

OTHERS PRESENT: CDD Schroeder, AP Stephenson, and CDC Heim.

C. PUBLIC HEARING

There were no public at this time.

D. MINUTES TO APPROVE

1. Minutes of October 8, 2019 Plan Commission Meeting

A motion was made by Comm. Benner to approve the minutes of the October 8, 2019 Plan Commission Meeting. The motion was seconded by Alderperson Nichols. The motion carried.

E. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

Five (5) minute time limit for each person

There were no public at this time.

F. DISCUSSION / ACTION ITEMS

1. Final Plat Review – Second Addition to Southfield

CDD Heim gave a brief background on the second addition to Southfield Final Plat and informed the commission that all necessary updates had been made per the comments on the preliminary plat.

The Plan Commission entered into a conversation with the following being discussed:

- Maintenance of the pond.
- Location of the pond easement.
- Number of lots in the plat.
- Number of homes per year to be constructed.

DPW Alix made a motion to approve the plat as presented finding the plat conforms to the Municipal Ordinance, the City Comprehensive Plan, and surrounding development. The motion was seconded by Comm. Benner. The motion carried.

2. Disposition of Property – Riverview Park – Parcel # 5-00001-01

PWD Alix gave an update and background on the disposition of property for Riverview Park.

The Plan Commission entered into a conversation and discussed the following:

- Acreage of the park.
- Current landscaping in the park.
- Opportunities for additional greenspace in the downtown to replace the loss of Riverview Park.

Alderson Nichols made a motion to accept the Wisconsin Department of Transportation's offer to purchase Riverview Park, parcel #705-0001-01, for \$33,500 with the funds to be placed in the Park Development Fund for future park and green space acquisition. The motion was seconded by DPW Alix. The motion carried.

G. COMMUNICATION

1. Set Next Meeting

The next meeting was set for December 3rd at 3:30 PM.

2. Façade Workshop

The Façade workshop was set for December 12th at 3:30 PM.

H. ADJOURNMENT

Comm. Benner made a motion to adjourn the meeting at 3:57 PM. The motion was seconded by DPW Alix. The motion carried.

Minutes respectfully submitted by AP Stephenson.